

Margins – top: ¾ inch, bottom: ¾ inch, left: ¾ inch, right: ¾ inch

Formatting for Papers Submitted for 3rd Conference on Earthquake Hazards in the Eastern San Francisco Bay Area.

* (* = carriage return)

by

Mark O. Wiegers¹, Keith L. Knudsen², and Abraham Lincoln³

*

*

The font for the title is Arial 16 pt. - bold, use upper and lower case.

The author font is Arial 12 pt. – use upper and lower case. Put author addresses in footnote at bottom of first page.

To the extent possible, avoid use of document formatting not specified in this template.

ABSTRACT

Abstract title font is Arial 12 pt. – bold, all caps.

Font for the abstract text is Times New Roman 10 pt. Indent all paragraphs with a single tab. Put one line space between paragraphs. Put two character spaces between sentences. Please limit your abstract to the first page of the paper; it should not contain figures or references.

*

*

FIRST ORDER HEADING (ALL CAPS)

*

The font for the First Order Heading is Arial 12 pt. – bold, all caps. The font for the text of the main body of the document is Times New Roman, 10 pt.

Please observe all formatting and other hints contained in this document. Otherwise you will be asked to revise and resubmit your paper. Before submitting your paper to the editor, conduct the appropriate technical review within your agency/organization. We encourage you to use this template, but all papers are expected to be submitted in pdf format, ready to include in a volume. Please do not include page numbers in your pdf document.

Indent all paragraphs with a single tab. Put one line space between paragraphs. Put two character spaces between sentences. To the extent possible, avoid use of document formatting not specified in this template.

The editors will recruit and provide peer review for each paper.

You are encouraged to provide your readers with all appropriate URLs that support your paper, including product vendors, project web sites, online publications, etc. Provide URLs whenever possible. If you cite the name of a hardware or software product, provide at the end of the paper a complete citation for the product, with contact information including website (if possible). If you cite a reference [e.g., (Smith, 1999)] that has an associated URL, place the URL within the References section (see below).

*

*

Second Order Heading

*

The font for the Second Order Headings of the main document is Arial 12 pt. – bold, use upper and lower case.

*

¹Mark Wiegers, California Geological Survey, 135 Ridgeway Avenue, Santa Rosa, California 95401 mark.wiegers@conservation.ca.gov

²Xxx agency, address, email

³Xxx university, address

Note - Font for addresses is Arial 8 pt.

Third Order Heading – The font for Third Order Headings should be Times New Roman, 10 pt. – upper and lower case . Third order headings should be placed at the beginning of the first paragraph of the section that they apply to.

*

*

FIGURES

*

Figures **must** be inserted **within the body of the paper**. You may provide color figures, but please ensure that they print legibly in Black & White – the printed version of the Proceedings is B&W only, whereas the CD version will include color. If a figure does not reproduce legibly in B&W, you can include in the caption a note indicating that the figure is legible in the CD/Web version but not in the printed version; however, this is not a desired approach. If a figure, photograph, or table has been previously published it is up to the author to ensure that appropriate permissions have been granted for its reuse. All figures must be properly sized for publication, according to the information shown below

- Maximum width is 7”, although somewhat smaller width seems appropriate for many figures (e.g., 5.5” – 6.5”)

- Figure height must not exceed 8”

- Ensure that the figure resolution is sufficient to print legibly at publication size (e.g., 72 dpi is generally not sufficient, whereas 150 or 300 dpi seems to work fine). In the paper, cite the figure (e.g., (Figure 1)).

*

*



*

Figure 1. California Geological Survey logo. (The font for Figure Captions is Arial 8 pt.)

*

*

TABLES

*

All tables must be contained within the body of the paper, with the formatting needed to properly display them.

Suggested format for tables:

- Column /row heading font: Arial 11 pt. Bold, upper and lower case

- Main contents of table font: Arial 11 pt. Upper and lower case

Note, there may be some variation in table format depending on content and arrangement of data to be presented.

*

*

Table 1. Greek Alphabet

(The font for Table Captions is Arial 8 pt.)

Letter name	Uppercase	Lowercase	Letter name	Uppercase	Lowercase
Alpha	A	α	Nu	N	ν
Beta	B	β	Xi	Ξ	ξ
Gamma	Γ	γ	Omicron	O	o
Delta	Δ	δ	Pi	Π	π
Epsilon	E	ϵ	Rho	P	ρ
Zeta	Z	ζ	Sigma	Σ	σ
Eta	H	η	Tau	T	τ
Theta	Θ	θ	Upsilon	Υ	υ
Iota	I	ι	Phi	Φ	ϕ
Kappa	K	κ	Chi	X	χ
Lambda	Λ	λ	Psi	Ψ	ψ
Mu	M	μ	Omega	Ω	ω

*

*

CAPTIONS AND LEGENDS FOR FIGURES AND TABLES

A descriptive caption, including figure number, should be placed directly below figures. A descriptive legend, including table number, should be placed directly above tables.

*

*

REFERENCES

*

All references should appear together at the end of the paper. References are listed alphabetically by last name of the first author. When two or more references by the same author are listed, year of publication is taken into account and the earliest work is listed first. Whenever reference is made in the text to others' work, the author's name and year of publication should appear in parentheses. All listed references must be cited in the text. In the references section, use the USGS standard style. It is:

*

Smith, J.D., 1999, This is the Title Followed by a Colon: Agency Name and Publication Series, page numbers or map scale, accessed at http://the_url.

(The font for References is Arial 8 pt.)

Next citation.

*